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Auditee :	<b>Chaozhou Yangguang Ceramics Co., Ltd</b>
Audit Date From :	<b>06/08/2020</b>
Audit Date To :	<b>06/08/2020</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>BureauVeritas</b>
Auditor's Name(s) :	<b>Gabriel Chen(Lead)</b>
Auditing Branch (if applicable) :	

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This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.  
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This is an extract of the amfori BSCI Audit Report, which is available in the amfori BSCI Platform. © amfori, 2018 - The English version is the legally binding One.

**Rating Definitions**



Rating	A combination of ratings per Performance Area where:	Consequence																																							
<p style="text-align: center;"><b>A</b> <b>Very Good</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated A</li> <li>• No Performance Areas rated C, D or E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	A	A	A	A	A	A	A	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A																													
A	A	A	A	A	A	A	A	A	A	B	B	B																													
A	A	A	A	A	A	A	B	B	B	B	B	B																													
<p style="text-align: center;"><b>B</b> <b>Good</b></p>	<ul style="list-style-type: none"> <li>• Maximum 3 Performance Areas rated C</li> <li>• No Performance Areas rated D or E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	B	B	B	B	B	B	B	A	A	A	A	A	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
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A	A	A	A	A	B	B	B	B	B	B	B	C																													
B	B	B	B	B	B	B	B	B	B	C	C	C																													
<p style="text-align: center;"><b>C</b> <b>Acceptable</b></p>	<ul style="list-style-type: none"> <li>• Maximum 2 Performance Areas rated D</li> <li>• No Performance Areas rated E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	D	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
A	A	A	A	A	A	A	A	A	C	C	C	C																													
A	A	A	A	A	B	B	B	B	C	C	C	D																													
C	C	C	C	C	C	C	C	C	C	C	D	D																													
<p style="text-align: center;"><b>D</b> <b>Insufficient</b></p>	<ul style="list-style-type: none"> <li>• Maximum 6 Performance Areas rated E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	E	D	D	D	D	D	D	D	E	E	E	E	E	E	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
A	A	A	A	A	A	A	A	A	A	D	D	D																													
A	A	A	B	B	B	C	C	C	D	D	D	E																													
D	D	D	D	D	D	D	E	E	E	E	E	E																													
<p style="text-align: center;"><b>E</b> <b>Unacceptable</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.</p>
A	A	A	A	A	A	E	E	E	E	E	E	E																													
A	A	B	B	C	D	E	E	E	E	E	E	E																													
E	E	E	E	E	E	E	E	E	E	E	E	E																													
<p style="text-align: center;"><b>Zero Tolerance</b></p>	<p>A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)</p>	<p>Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.</p>																																							

**Main Auditee Information**



Name of producer :	<b>Chaozhou Yangguang Ceramics Co., Ltd</b>		
DBID number :	<b>346562</b>		
Audit ID :	<b>188914</b>		
Address :	<b>Huangxiang Road, Quanfu Industrial Zone, Fengxi District, Chaozhou</b>		
Province :	<b>Guangdong</b>	Country :	<b>China</b>
Management Representative :	<b>Ms. Chen Jie</b>		
Contact person:	<b>Sihong Lin</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Accessories</b>	Product group :	<b>other accessories (please specify)</b>
Product Type :	<b>Ceramics</b>		

**Audit Details**



Audit Range :	<input type="checkbox"/> Full Audit	<input checked="" type="checkbox"/> Follow-up Audit
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural <input type="checkbox"/> Small Producer
Audit Announcement :	<input checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced <input type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No	
Audit extent (if applicable) :	none	
Audit interferences or contingencies (if applicable) :	none	
Overall rating :	C	
Need of follow-up :	Yes	If YES, by : 06/08/2021

Rating per Performance Area (PA)												
PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
D	C	A	A	C	D	A	A	A	A	A	A	A

**Executive summary of audit report**

The auditee (business license number: 914451007769031435, factory name in Chinese: 潮州市阳光陶瓷有限公司, factory address in Chinese: 广东省潮州市枫溪全福工业区) was established on June 21, 2005 and specialized in the manufacture of ceramics. The main production activities in the factory included casting, glazing, firing, inspecting and packing. The auditee owned one 3-storey office building, one 3-storey production building and one 4-storey production building. The auditee did not provide housing facilities to workers.

There were totally 93 employees in the factory, including 8 non-production employees and 85 production employees. There were 56 male employees and 37 female employees. The youngest employee working in the factory was 22 years old. Per factory management, there was no obvious peak or slack season for production. The factory used fingerprint and facial scanning system to record working hours. There were three shifts (the 1st from 08:00 to 16:00, the 2nd from 16:00 to 00:00, and the 3rd from 00:00 to 08:00) for workers in the firing workshop, and there was only one shift (from 08:00 to 17:30 with a break from 12:00 to 13:30) for other workers. Production workers were paid at hourly rates in cash at the end of each month.

According to payroll and attendance records of 15 sampled workers (5 samples from September 2019, 5 samples from January 2020 and 5 samples from the most recent paid month June 2020), it was noted that the minimum wage paid to employees was CNY 9.77 per hour, which is above the local minimum wage of CNY 1410 per month or CNY 8.10 per hour since July 2018. Further, all sample employees were paid 150% of their normal wage for the overtime working hours on the normal working days and 200% of their normal wage for the overtime working hours on the rest days. No overtime working hours was noted on the statutory holidays.

According to the social insurance payment receipt provided by factory management, it was noted that only 56 out of 93 employees (i.e. 60.22% of the total workforce) were provided with medical insurance, and only 50 out of 93 employees (i.e. 53.76% of the total workforce) were provided with pension, unemployment, accident and maternity insurance in July 2020. Commercial accident insurance, covering 47 employees (i.e. 50.54% of the total workforce) and effective from May 19, 2020 to May 18, 2021, was also provided by the factory to supplement the public social insurance scheme.

According to the attendance time records for all 20 sampled employees (5 samples from September 2019, 5 samples from January 2020, 5 samples from the most recent paid month June 2020 and an extra of 5 employees from the recent yet-to-pay month July 2020 (this month is the most recent month with full attendance record but the wages are not due to release)), it was noted that the maximum overtime hours were 2 hours a day and 86 hours a month. The maximum weekly working hours were 60 hours a week and the maximum consecutive working days were 6 days.

The attendance records were cross-checked against production records and confidential interviews were conducted with 5 employees from different departments. No inconsistencies regarding working hours were found.

At the end of the audit, a closing meeting was held with the factory representatives. All of the findings were disclosed and discussed and a draft corrective action plan was explained to the factory representatives. Ms. Chen Jie/ Management Representative agreed with the findings and signed the corrective action plan.

Opening and closing meeting attendees were Ms. Chen Jie/ Management Representative and Mr. Li Longping /Worker Representative.

**Remark:**

- There was no contractors/agencies/government waivers/collective bargaining used by the auditee, which made contractor licenses/agency labour contracts/government waivers/collective bargaining agreements not applicable.
- This audit is a partial scope follow up audit where another audit body carried out the previous audit. Bureau Veritas does not accept any liability for any issues missed in the previous audit. This audit is focusing on performance areas in which issues were raised in the previous audit.
- Audit Company: Bureau Veritas Consumer Products Service  
Audit Company APSCA Number: 11600002  
Lead Auditor Name: Gabriel Chen  
APSCA Auditor Registered Number: RA21702035

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>Chaozhou Yangguang Ceramics Co., Ltd</b>	Legal status :	<b>Limited Company</b>
Local Name :	潮州市阳光陶瓷有限公司 (914451007769031435)	Year in which the auditee was founded :	<b>2005</b>
Address :	<b>Huangxiang Road, Quanfu Industrial Zone, Fengxi District,</b>	Contact person (please select) :	<b>Sihong Lin</b>
Province :	<b>Guangdong</b>	Contact's Email :	<b>czszs@vip.163.com</b>
City :	<b>Chaozhou</b>	Auditee's official language(s) for written communications :	<b>Chinese</b>
Region :	<b>North East Asia</b>	Other relevant languages for the auditee :	<b>Chinese</b>
Country :	<b>China</b>	Website of auditee (if applicable) :	<b>None</b>
GPS coordinates :	<b>N23°37'24", E116°36'33"</b>	Total turnover (in Euros) :	<b>3750000.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>100.00</b>
Industry :	<b>Accessories</b>	Of which domestic market % :	<b>0.00</b>
If other, please specify :	<b>N/A</b>	Production volume :	<b>300,000 pieces per month</b>
Product Group :	<b>other accessories (please specify)</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :	<b>Ceramics</b>	Lost time injury calculation cost :	<b>No</b>
Product Type :	<b>Ceramics</b>		

<b>Auditee's employment structure at the time of the audit</b>		
Total number of workers :	<b>93</b>	Total number of workers in the production unit to be monitored (if applicable) :
	<b>MALE WORKERS</b>	<b>FEMALE WORKERS</b>
Permanent workers	<b>56</b>	<b>37</b>
Temporary workers	<b>0</b>	<b>0</b>
In management positions	<b>6</b>	<b>2</b>
Apprentices	<b>0</b>	<b>0</b>
On probation	<b>0</b>	<b>0</b>
With disabilities	<b>0</b>	<b>0</b>
Migrants (national citizens)	<b>28</b>	<b>31</b>
Migrants (foreign citizens)	<b>0</b>	<b>0</b>
Workers on the permanent payroll	<b>56</b>	<b>37</b>
Production based workers	<b>0</b>	<b>0</b>
With shifts at night	<b>10</b>	<b>0</b>
Unionised	<b>0</b>	<b>0</b>
Pregnant	<b>-</b>	<b>0</b>
On maternity leave	<b>-</b>	<b>0</b>

**Finding Report**



**Performance Area 1 : Social Management System and Cascade Effect**

1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: D

Deadline date:06/08/2021

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

The auditee understood the importance and benefits of its own good social performance and the need to set up related procedures to integrate the amfori BSCI Code of Conduct into its daily business activities. Ms. Chen Jie was in charge of the implementation of amfori BSCI principles and values. An internal self-assessment was conducted in June 2020 to review its social performance. The auditee had monitored its significant business partners with regard to their social performance and requested them to sign the amfori BSCI Code of Conduct and Terms of Implementation. However, gaps were noted in the implementation of its management system and workforce planning.

被审核方理解自身良好社会绩效的重要性和好处和建立相关的程序以便在日常商业活动中融入BSCI行为守则的必要性。陈洁女士负责amforiBSCI原则和价值的执行。工厂在2020年6月进行了一次内审以检查其社会责任表现。被审核方监督了其商业伙伴的社会责任表现，并要求它们签署amfori BSCI行为守则和实施条款。然而，管理体系的执行和产能规划方面仍存在差距。

- 1.1 - Previous Finding: The auditee has set up documented BSCI procedure, and it is approved by the top management, However, some non-conforming items are still noted in the actual implementation. Appropriate Corrective Action Not Taken: The auditee did not strictly take a cyclical management system approach (i.e. plan, do, check and adjust) to ensure that all policies and procedures are followed and continuous improvement is made. Gaps were still noted in Performance Area 1, 2, 5, 6, 7 and 12 in which non-compliances were raised in the previous audit. In particular, no continuous improvement was made for issues related to workers' overtime hours and social insurance coverage. This violated BSCI 1.1. Without an effective management system, the factory was unable to make continuous improvement for issues that had been raised. To set up an effective management system, the factory shall understand the content of the amfori BSCI Code and Terms of Implementation. Factory management represented that they would take corrective action as soon as possible.

前次问题：虽然工厂建立了书面的BSCI管理程序，并得到了最高管理层的批准，但在实际执行中仍然出现部分不符合项。未改善：被审核方未能严格采取循环的管理体系（即计划、执行、检查、调整）以确保所有的政策和程序均被执行和持续改善。前次审核中存在问题的执行领域1、2、5、6、7和12仍存在差距，特别是加班超时和社保问题未能得到持续性改善。根据BSCI 1.1改善。缺少有效的管理体系，工厂无法对已发现的问题进行持续改善。为了建立有效的管理体系，工厂应理解amfori BSCI守则内容和实施条款。工厂表示将尽快改善。

- 1.4 - Previous Finding: Although the factory conducted capacity assessment, the legal compliance of working hours was not considered in the capacity assessment. Please refer to 6.2. Appropriate Corrective Action Not Taken: It was noted that the factory did not organise its workforce capacity properly to reduce unnecessary overtime. This violated BSCI 1.4. Failure to properly organise workforce capacity may cause unnecessary subcontracting and/or excessive overtime hours. The auditee did not control workers' overtime hours by planning its workforce capacity and workers needed to work overtime due to tight production schedule. To meet the expectations of the delivery order and/or contracts, the factory shall organise its workforce capacity reasonably, instead of simply increasing employees' overtime hours. Factory management represented that they would reduce unnecessary overtime by organising its workforce capacity in a better way.

前次问题：虽然工厂进行了产能评估，但产能评估没有考虑工作时间的法律符合性，请参考6.2。未改善：审核员发现工厂没有组织其劳工以减少不必要的加班。根据BSCI 1.4改善。不合理地进行产能规划会导致不必要的外发和/或过度的加班时间。被审核方未通过产能规划来控制工人的加班时间，以至于工人因为紧张的生产计划需要加班。工厂应合理地组织其劳工以达成交付订单和/或合同预期，而不是一味地增加员工的加班时间。工厂表示将更合理组织劳工以减少员工的加班时间。

**Remarks from Auditee:**

Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: D

Deadline date:16/10/2019

**Good practices**

None

**Areas of improvement**

The auditee has set up documented BSCI procedure, and it is approved by the top management. Mr. Wenzhao Lin/General Manager is in charge of implementing BSCI in the business culture. The BSCI code of conduct was communicated to major suppliers such as ceramic raw material, glaze water materials. However, based on satisfactory evidence, the main auditee partially respects this principle.

工厂建立了书面的BSCI管理程序，并得到了最高管理层的批准。林文钊总经理负责BSCI体系的推行。将BSCI行为守则传达给了陶瓷原料，釉水等主要供应商。但是基于令人满意的证据，被审核方部分尊重BSCI的本条原则。

- 1.1 - The auditee has set up documented BSCI procedure, and it is approved by the top management, However, some non-conforming items are still noted in the actual implementation.

虽然工厂建立了书面的BSCI管理程序，并得到了最高管理层的批准，但在实际执行中仍然出现部分不符合项。

- 1.4 - Although the factory conducted capacity assessment, the legal compliance of working hours was not considered in the capacity assessment. Please refer to 6.2.

虽然工厂进行了产能评估，但产能评估没有考虑工作时间的法律符合性，请参考6.2。

**Remarks from Auditee**

None

<b>Performance Area 2 : Workers Involvement and Protection</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: C	Deadline date:06/10/2020
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The auditee had raised workers' awareness on their rights with regards to working hours, remuneration, health and safety, etc., and had set up a grievance mechanism for workers to raise grievances related to their rights. Two worker representatives were elected by workers in December 2019. A suggestion box was available in the workplace. Workers were allowed to raise their suggestions or complaints through the worker representatives or suggestion box. However, gaps were still noted in the performance area.</p> <p>被审核方提高了工人对于其权利的意识, 如关于工作时间、报酬、健康安全等, 并建立了一个申诉机制以供工人进行关于他们权利的申诉。工人在2019年12月选举了2名工人代表。在工作场所也有一个意见箱可供使用。工人可以通过工人代表或意见箱提出他们的意见和不满。然而, 该执行领域仍存在差距。</p> <p><b>2.3 -</b> Previous Finding: Some of the employees interviewed were not aware of the policy of paid annual leave. Appropriate Corrective Action Taken: It was noted that the interviewed workers were aware of their paid annual leave benefit. 前次问题: 部分受访的员工不清楚带薪年假的制度。已改善: 审核发现访谈的员工清楚他们的带薪年假福利。</p> <p><b>2.4 -</b> New Finding: It was noted that workers and workers representatives did not have an idea about the basic principles of the amfori BSCI Code of Conduct. This violated BSCI 2.4. Workers and workers representatives did not have an idea about the basic principles of the amfori BSCI Code of Conduct. Factory management shall have training materials related to BSCI Code content and make them available for the managers, workers and workers representatives. Factory management represented that they would take corrective action as soon as possible. 新问题: 审核员发现工厂工人和工人代表对amfori BSCI行为守则内容不了解。根据BSCI 2.4改善。工人和工人代表不清楚amfori BSCI行为守则的基本原则。工厂应有关于amfori BSCI守则内容的培训资料, 并且让经理、工人和工人代表使用该类资料。工厂表示将尽快改善。</p> <p><b>2.5 -</b> New Finding: It was noted that the factory did not establish or participate in an effective grievance mechanism for its external stakeholders. This violated BSCI 2.5. The factory's external stakeholders may not have an approach to raise their grievance. According to document review, the auditee had a written procedure for the grievance mechanism, but external stakeholders were not involved in the mechanism. The factory shall establish an effective grievance mechanism for its external stakeholders. Factory management represented that they would take corrective action as soon as possible. 新问题: 审核员发现工厂未建立或参与有效的外部利益相关方的申诉机制。根据BSCI 2.5改善。工厂的外部利益相关方可能无法进行申诉。根据文件审核, 被审核方制定了申诉机制的书面程序, 但该机制未涵盖外部利益相关方。工厂应建立有效的外部利益相关方的申诉机制。工厂表示将尽快改善。</p>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: C	Deadline date:16/10/2019
<b>Good practices</b> None	
<b>Areas of improvement</b>	
<p>Three workers representatives were freely elected at 2019. Workers representatives and management meet each quarter. The auditee adopts training and bulletin board and other steps to raise workers' awareness on their own rights and obligations (e.g. PPE training was conducted) The grievance mechanism was established, and the grievance channel includes suggestion box, hot line and face to face communication. Mr. Wenzhao Lin/General Manager is in charge of investigating grievance case. However, based on satisfactory evidence, the auditee partially respects this BSCI principle.</p> <p>工厂在2019年自由选举出3名员工代表。员工代表与管理层每季度举行会议。工厂采取培训, 公告栏等途径逐步提高工人自身的权利和义务的意识, 例如举行了个人防护用品的培训。工厂建立了申诉机制。申诉渠道有意见箱, 热线电话, 或者当面沟通。林文钊总经理负责申诉案例的调查和处理。但基于令人满意的证据, 被审核方部分地尊重BSCI的本条原则。</p> <p><b>2.3 -</b> Some of the employees interviewed were not aware of the policy of paid annual leave. 部分受访的员工不清楚带薪年假的制度。</p>	
<b>Remarks from Auditee</b> None	

<b>Performance Area 3 : The rights of Freedom of Association and Collective Bargaining</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> No any non-compliance was raised in this PA in the previous audit, so this PA was not included in the follow-up audit scope and the rating in this PA remained unchanged. 前次审核未在该执行领域发现问题, 所以该执行领域不在此次跟进审核范围内, 评级未改变。	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: A	Deadline date:
<u>Good practices</u> None	
<u>Areas of improvement</u> There is no trade union. Three workers representatives were freely elected in 2019. No collective bargaining cases. Auditor interviewed one workers representative said there was no discrimination. Based on satisfactory evidence, the main auditee respects this principle. 没有工会。在2019年自由选举出3名员工代表。没有发生过罢工的例子。受访的员工代表说没有受到歧视。基于令人满意的证据, 被审核方尊重BSCI的本条原则。	
<u>Remarks from Auditee</u>	
<b>Performance Area 4 : No Discrimination</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> No any non-compliance was raised in this PA in the previous audit, so this PA was not included in the follow-up audit scope and the rating in this PA remained unchanged. 前次审核未在该执行领域发现问题, 所以该执行领域不在此次跟进审核范围内, 评级未改变。	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: A	Deadline date:
<u>Good practices</u> None	
<u>Areas of improvement</u> The auditee had established anti-discrimination policy and procedures (AS-019). The management was trained on this policy. The auditee communicates and make available discrimination policy to all employees through Orientation, training, Employee Handbook and Notice Board. The auditee takes measures to avoid or eradicate discrimination during hiring, promoting and firing process. Based on satisfactory evidence, the main auditee respects this principle. 工厂建立了反歧视政策和程序(AS-019), 管理层接受了此政策的培训。工厂通过口头、培训、员工手册和公告栏把反歧视政策传达给所有员工。在招聘, 晋升和辞退环节, 工厂采取了措施去杜绝和消除歧视现象。基于令人满意的证据, 被审核方尊重BSCI的本条原则。	
<u>Remarks from Auditee</u> None	



<b>Performance Area 5 : Fair Remuneration</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: C	Deadline date:06/08/2021
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The auditee had set up written procedures regarding wages and benefits. The auditee knew the local minimum wage standard (i.e. CNY 1410 per month or CNY 8.10 per hour) and did not hire any worker for a lower remuneration than the minimum wage. Wage records from July 2019 to June 2020 were provided for review and it was noted that workers were paid at least CNY 9.77 per hour. Moreover, the auditee paid workers timely and regularly, at the end of each month by cash. Workers were provided with benefits such as annual leave, sick leave, work-related injury compensation, etc. No illegal deductions were made from workers' wages. However, gaps were noted in calculating living wages in the region and social insurance coverage.</p> <p>被审核方已建立关于工资和福利的书面程序。被审核方了解当地最低工资标准（即1410元/每月或8.10元/小时），不以低于最低工资的报酬聘请任何工人。工厂提供了从2019年7月至2020年6月的工资记录供审核，工厂最低以9.77元/小时支付工人工资。被审核方及时、定期地在每个月月底以现金形式支付员工工资。工人享有年假、病假、工伤补贴等福利。工人的工资没有存在不合法扣款。然而，在计算该地区的生活工资和社会保险方面仍存在差距。</p>	
5.4 -	<p>Previous Finding: The factory was aware of fair remuneration and had collected the local legal minimum wage document. But they did not collect local living costs data to identify the possible gap between actual remuneration and living wages and took potential action to fill the gap. Appropriate Corrective Action Not Taken: The auditee did not have a good understanding about living costs of the workforce in the region, possible gaps that exist between the actual remuneration and the fair remuneration and potential actions to fill the gaps. This violated BSCI 5.4. The person in charge of recruitment was not aware of the standard of living in the region. The auditee shall be aware that fair remuneration concerns all workers regardless if they are seasonal workers, migrant workers or any other vulnerable group of workers. Factory management represented that they would take corrective action as soon as possible.</p> <p>前次问题：工厂了解公平报酬，也收集了当地的法定最低工资文件。但未收集当地的生活成本的数据，从而发现与其实际支付工资的差距，并致力于提供能满足员工基本生活需求的工资。未改善：被审核方未很好地理解劳工在所在地区的生活成本、实际报酬和公平报酬之间可能存在的差异和填补差距的潜在措施。根据BSCI 5.4改善。招聘负责人不了解本地区的生活标准。被审核方应了解公平报酬涵盖所有工人，无论他们是否是季节性工人、外地员工或任何其它弱势工人。工厂表示将尽快改善。</p>
5.5 -	<p>1. Previous Finding: Insufficient social insurance. The social insurance records of past 12 months were checked by the auditor. According to the social insurance record of July 2019, there were 89 people in the factory, of whom only 57 workers (64%) were provided with pension, unemployment, maternity and work injury insurance, 62 workers (70%) were provided with medical injury insurance. Remark: there was no retired, temporary, dispatched or newly joined worker. Some workers had no willingness to participate in social insurance. There was no government waiver. The factory bought additional commercial insurance for 23 people, valid from 07/05/2019 to 06/05/2020, but the injury insurance still did not cover all employees. Reference law: Social Insurance Law of the People's Republic of China, Article 10, 23, 33, 44, 53. Appropriate Corrective Action Not Taken: According to the social insurance payment receipt provided by factory management, it was noted that only 56 out of 93 employees (i.e. 60.22% of the total workforce) were provided with medical insurance, and only 50 out of 93 employees (i.e. 53.76% of the total workforce) were provided with pension, unemployment, accident and maternity insurance in July 2020. Commercial accident insurance, covering 47 employees (i.e. 50.54% of the total workforce) and effective from May 19, 2020 to May 18, 2021, was also provided by the factory to supplement the public social insurance scheme. This violated Article 73 of the Labor Law of the People's Republic of China. Not all employees are protected by social insurance. All workers in the factory were permanent workers, but the auditee could not afford to provide full coverage of social insurance for all workers currently due to low profit. The factory shall pay social benefits to all workers regardless if they are seasonal workers, migrant workers or any other vulnerable group of workers. Factory management represented that they would expand social insurance coverage step by step. 2. Previous Finding: Annual leave was not taken into consideration when paying wages for those resigned workers. Reference law: Article 12 of the measures for implementing paid annual leave for enterprise staff and workers. Appropriate Corrective Action Taken: It was noted that the factory had taken into consideration compensation for annual leaves when paying wages for resigned workers.</p> <p>1.前次问题：社保参保不足。审核员查看了过往12个月的社保记录，根据2019年7月社保记录，全厂共89人，只有57人（64%）被提供养老、失业、生育和工伤保险，62人（70%）被提供医疗保险。退休、临时工、派遣工、新入职人员：0；原因：部分工人不愿意参与社保，没有政府豁免文件。工厂为23人购买了额外的商业保险，有效期至07/05/2019-06/05/2020，但是工伤保险仍然没有覆盖全员。参考法律《中华人民共和国社会保险法》第10、23、33、44、53条。未改善：审核员发现工厂的社会保险覆盖不足。根据厂方提供的2020年7月社会保险缴费单据显示工厂仅为56/93名员工（即总人数的60.22%）提供医疗保险，仅为50/93名员工（即总人数的53.76%）提供养老、失业、工伤和生育保险。工厂另外为47名员工（即总人数的50.54%）提供了商业意外险，有效期至2020年5月19日至2021年5月18日。根据《中华人民共和国劳动法》第73条改善。不是所有员工都得到社会保险的保障。所有工人都是固定员工，被审核方因为低利润目前无法达到全员参保。工厂提供社会保险给员工时不应考虑他们是否是季节性工人、外地员工或任何其它弱势工人。工厂表示将逐步增加参保人数。2.前次问题：在结算离职人员的工资时候，没有考虑他们的带薪年假。根据《企业职工带薪年休假实施办法》第十二条。已改善：审核发现工厂在支付离职员工工资时已考虑到带薪年假补偿。</p>
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: C	Deadline date:16/10/2019
<b>Good practices</b> None	
<b>Areas of improvement</b>	
<p>Payrolls from July 2018 to June 2019 were provided and 15 samples were randomly selected for review. Wage was calculated at monthly rate. The paid minimum wage was RMB1550 per month, which meets the local minimum wage. Wages were paid through cash before 30th day of each month. Paid annual leave, public holidays, sick leave, marriage leave, maternity leave and funeral leave were defined and provided to workers. No illegal deduction was deducted from workers' wage. The auditee provided the same pay for male/female employees in the same workstation, all employees were treated equally. Based on satisfactory evidence, the main auditee partially respects this principle.</p> <p>2018年7月至2019年6月的工资表已提供审核，并查看了15名员工的工资。员工工资按月计算，工厂支付的最低工资是人民币每月1550元，等于当地最低工资标准。每月30号之前通过现金支付工资给员工。工厂规定并提供了有薪年假、法定节假日、病假、婚假、产假和丧假给员工。没有任何不当的扣款发生。被审核方对男/女员工在相同岗位提供相同的报酬，所有员工均公平对待。但是基于令人满意的证据，被审核方部分尊重BSCI的本条原则。</p>	
5.4 -	<p>The factory was aware of fair remuneration and had collected the local legal minimum wage document. But they did not collect local living costs data to identify the possible gap between actual remuneration and living wages and took potential action to fill the gap. 工厂了解公平报酬，也收集了当地的法定最低工资文件。但未收集当地的生活成本的数据，从而发现与其实际支付工资的差距，并致力于提供能满足员工基本生活需求的工资。</p>
5.5 -	<p>1) Insufficient social insurance. The social insurance records of past 12 months were checked by the auditor. According to the social insurance</p>

record of July 2019, there were 89 people in the factory, of whom only 57 workers (64%) were provided with pension, unemployment, maternity and work injury insurance, 62 workers (70%) were provided with medical injury insurance. Remark: there was no retired, temporary, dispatched or newly joined worker. Some workers had no willingness to participate in social insurance. There was no government waiver. The factory bought additional commercial insurance for 23 people, valid from 07/05/2019 to 06/05/2020, but the injury insurance still did not cover all employees. Reference law: Social Insurance Law of the People's Republic of China, Article 10, 23, 33, 44, 53. 2) Annual leave was not taken into consideration when paying wages for those resigned workers. Reference law: Article 12 of the measures for implementing paid annual leave for enterprise staff and workers.

1) 社保参保不足。审核员查看了过往12个月的社保记录，根据2019年7月社保记录，全厂共89人，只有57人（64%）被提供养老、失业、生育和工伤保险，62人（70%）被提供医疗保险。退休、临时工、派遣工、新入职人员：0；原因：部分工人不愿意参与社保，没有政府豁免文件。工厂为23人购买了额外的商业保险，有效期是07/05/2019-06/05/2020，但是工伤保险仍然没有覆盖全员。参考法律《中华人民共和国社会保险法》第10，23，33，44，53条。2) 在结算离职人员的工资时候，没有考虑他们的带薪年假。根据《企业职工带薪年休假实施办法》第十二条。

Remarks from Auditee

None

<b>Performance Area 6 : Decent Working Hours</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: D	Deadline date:06/08/2021
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The auditee had internal procedures with regards to working hours, such as overtime hours. Regular working hours were 8 hours per day and 40 hours in a week. Overtime hours were paid in a premium rate in accordance with legal requirement. Workers had the right to resting breaks in every working day (e.g. short breaks, meal break). There were three shifts (the 1st from 08:00 to 16:00, the 2nd from 16:00 to 00:00, and the 3rd from 00:00 to 08:00) for workers in the firing workshop, and there was only one shift (from 08:00 to 17:30 with a break from 12:00 to 13:30) for other workers. Working hours were recorded through fingerprint and facial scanning system. Working hour records from July 2019 to the audit day were provided for review. Workers worked 2 overtime hours a day at most and were provided with at least one day off in every seven days. However, gaps were noted with regard to workers' monthly overtime hours.</p> <p>被审核方有关于工作时间(如加班时间)的内部程序。正常工作时间为每天8小时、每周40小时。加班时间按照法律要求的费率支付。工人有在工作日休息的权利(如短暂休息、进餐休息时间)。窑炉工人有3个班次(第一个班次从08:00至16:00,第二个从16:00至00:00,第三个从00:00至08:00),其余工人从08:00工作到17:30,中间12:00到13:30休息。工人的工作时间通过指纹和人脸识别系统记录。工厂提供了2019年7月至审核日的工时记录供审核。工人每天最多加班2个小时,且每7天至少休息1日。然而,工人每月加班时间存在差距。</p> <p><b>6.2 -</b> Previous Finding: Overtime hours exceeded the legal requirement. Fifteen employees were selected for checking their attendance records in June, March 2019 and October 2018, and found that their monthly overtime work was up to 66 hours, exceeding the 36 hours stipulated by law. Law Reference: Article 41 of the Labor Law of the PRC. Appropriate Corrective Action Not Taken: It was noted that 16 out of 20 sampled employees worked in excess of the statutory overtime hour limits. A review of 20 sampled employees' time records (5 samples from September 2019, 5 samples from January 2020, 5 samples from the most recent paid month June 2020 and an extra of 5 employees from the recent yet-to-pay month July 2020 (this month is the most recent month with full attendance record but the wages are not due to release)) yielded the following: 4 out of 5 sampled employees worked in excess of 36 overtime hours per month (i.e. 80 hours) in September 2019, 4 out of 5 sampled employees worked in excess of 36 overtime hours per month (i.e. 44 hours) in January 2020, 4 out of 5 sampled employees worked in excess of 36 overtime hours per month (i.e. 82 hours) in June 2020, 4 out of 5 sampled employees worked in excess of 36 overtime hours per month (i.e. 86 hours) in July 2020, which was not in compliance with the legal requirement. This violated Article 41 of the Labor Law of the PRC. Excessive overtime hours may cause harm to employees' health. Overtime hours shall be voluntary and paid in a premium rate, regardless if they are seasonal workers, migrant workers or any other vulnerable group of workers. Factory management represented that they would reduce overtime hours step by step.</p> <p>前次问题:加班时间超出法律要求。抽取15个员工在2019年6月、3月和2018年10月的考勤,发现他们月度加班时间为66小时,超出法律规定的36小时。根据《中华人民共和国劳动法》第41条。未改善:根据厂方提供的工时记录,审核员发现员工加班时间超出了法定标准。审核员从厂方提供的工资记录中抽取20个样本(其中从2019年9月抽取5个,从2020年1月抽取5个,从最近月份2020年6月抽取5个,从2020年7月抽取5个),发现共有16名员工加班时间超出了法定标准,具体为:4/5名员工在2019年9月的加班时间为80小时,4/5名员工在2020年1月的加班时间为44小时,4/5名员工在2020年6月的加班时间为82小时,4/5名员工在2020年7月的加班时间为86小时,超过每月加班时间不能超过36小时的法律规定。根据《中华人民共和国劳动法》第41条改善。过多加班可能导致员工健康受损。加班时间应该是自愿性的且有加班费,安排加班时不应考虑他们是否是季节性工人、外地员工或其它弱势工人。工厂表示将逐步减少加班时间。</p>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: D	Deadline date:16/10/2019
<b>Good practices</b> None	
<b>Areas of improvement</b> <p>Normal working hours: 5 days per week and 8 hours per day. The general work shift: 8:00-12:00; 13:30-17:30. The kiln workshop shift: 8:00-16:00; 16:00-0:00; 0:00-8:00; Working hours recording system: Face identification card machine. Working hours audit scope: Time records from July 2018 to audit day. Working hours sample amount: 15 samples from June, March 2019 and October 2018. Sample workers maximum daily OT: 2 hours; Maximum weekly OT: 18 hours. Consecutive working days: at most 6 days. The overtime hours at weekday night and weekends were paid 150% and 200% of their normal wage. No overtime hours on statutory holidays. Based on satisfactory evidence, the main auditee respects this principle.</p> <p>正常工作时间:每天8小时,每周5天。正常工作班次是8:00-12:00;13:30-17:30;窑炉班次8:00-16:00;16:00-0:00;0:00-8:00;工时记录方式:人脸识别卡;工时审核范围:2018年7月至审核当天;工时抽样数量:15个人在2019年6月、3月和2018年10月的考勤;抽样员工每天最大加班:2小时,每周最大加班:18小时;连续工作天数:最多6天;平时晚上和周末加班被支付平时工资150%和200%的加班费,没有法定节假日加班的现象。基于令人满意的证据,被审核方尊重BSCI的本条原则。</p> <p><b>6.2 -</b> Overtime hours exceeded the legal requirement. Fifteen employees were selected for checking their attendance records in June, March 2019 and October 2018, and found that their monthly overtime work was up to 66 hours, exceeding the 36 hours stipulated by law. Law Reference: Article 41 of the Labor Law of the PRC. 加班时间超出法律要求。抽取15个员工在2019年6月、3月和2018年10月的考勤,发现他们月度加班时间为66小时,超出法律规定的36小时。根据《中华人民共和国劳动法》第41条。</p>	
<b>Remarks from Auditee</b> None	

**Performance Area 7 : Occupational Health and Safety**

1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A

Deadline date:06/10/2020

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

The checkpoint 7.21/7.23/7.24 should be rated as "N/A" since no dormitory, canteen and transportation were provided for employees. There is no "N/A" option both offline and online, therefore it was input as "NOT RATED". The auditee had set up internal procedures on occupational health and safety and conducted risk assessments to identify the most common risks for workers and define the kind of preventive or remedial measures that may be necessary. An occupational health and safety committee was set up by the auditee and OHS committee meetings were kept for review. Workers were trained on OHS including evacuation and fire-fighting drills. The last two evacuation and fire-fighting drills were conducted on April 13, 2020 and October 21, 2019 respectively. The auditee had written procedures with regards to accident or emergency and had necessary firefighting equipment, emergency exits and first aid kits. First aid kits and related procedures were available to ensure emergency treatment. The auditee provided access to potable water and toilets at all times in the workplace. However, gaps were still noted in the performance area.

因为工厂没有为员工提供宿舍、食堂和交通，7.21/7.23/7.24 选项应该选择"N/A"。由于offline 和 online 报告中都没有"N/A" 选项可选，因此，"NOT RATED" 选项在该项。被审核方建立了职业健康和安全的内部程序，并进行了风险评估以识别出最常见的工人风险和明确必要的预防或改善措施类型。被审核方设立了职业健康与安全委员会并保留了会议记录。工人获得了职业健康与安全培训，其中包括疏散和消防演习。最近两次消防演习分别在2020年4月13日和2019年10月21日进行了。被审核方有关于意外或紧急情况的书面程序，也有必要的消防设备、紧急出口和急救药箱。工厂有急救药箱和相关的程序来确保紧急救治。工人在工作场所任意时间均可使用饮水设施和厕所。然而，该执行领域仍存在差距。

- 7.1 - 1. Previous Finding: Occupational hazard factors of dust generated by posts such as grouting and embryo trimming have not been evaluated by the factory at present. Meanwhile, workers in these posts did not receive regular physical examinations for occupational diseases. Law Reference: Article 27 and 35 Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases. Appropriate Corrective Action Not Taken: It was noted that the factory provided occupational health checks to employees in production workshops who were exposed to occupational hazards (i.e. dust, noise) in October 2019. However, occupational health checks were not provided to employees before they take the posts or leave the posts. This violated Article 35 Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases. Employees' occupational diseases (if any) may not be found in time. The factory shall provide occupational health checks to employees before they take the posts, when they are at the posts and when they leave the posts. Factory management represented that they would take corrective action as soon as possible. 2. Previous Finding: No qualification certificate for the principal in charge or persons for the management of work safety in the facility. During document review, auditor found that the facility could not provide the qualification certificate of the principal in charge and persons for the management of work safety for review. Law/COC: In accordance with the Law of the PRC on Work Safety Article 24 Appropriate Corrective Action Not Taken: It was noted that no specific full-time or part-time safety production management personnel was assigned in the factory in which there were 85 employees for production. This violated Article 21 of Law of the People's Republic of China on Production Safety. Production safety might not be ensured. The person responsible for production safety shall be competent by means of training, qualification and experience. Factory management represented that take corrective action as soon as possible. 3. New Finding: It was noted that the factory failed to provide a special equipment operator certificate for the cargo lift operator in the factory for review. This violated Article 38 of Safety Monitoring Regulation of Special Equipment. The cargo lift may not be operated safely. Factory management shall maintain a special equipment operator certificate for the cargo lift operator to ensure safe operation. Factory management represented that take corrective action as soon as possible.  
1. 前次问题：灌浆，修胚等岗位产生粉尘职业危害因素，工厂目前没有进行职业危害因素评价。同时在这些岗位工作的工人没有进行定期的职业病体检。根据《中华人民共和国职业病防治法》第27和35条。未改善：审核员发现厂方在2019年10月为在生产车间接触职业危害因素（即粉尘、噪音）的员工提供职业病体检，但工厂并没有组织员工在上岗前和离岗时进行职业病体检。根据《中华人民共和国职业病防治法》第35条改善。员工职业病可能无法被及时发现。工厂应提供员工上岗前、在岗期间和离岗时的职业病体检。工厂表示将尽快改善。2. 前次问题：企业主要负责人或安全管理人员未取得资格证书。在文件审核时，企业无法提供该企业主要负责人或安全管理人员的资格证书供审阅。依据《中华人民共和国安全生产法》第24条改善。未改善：审核发现工厂的生产工人人数为85人，并未配备专职或者兼职的安全生产管理人员。根据《中华人民共和国安全生产法》第二十一条改善。生产安全可能无法得到保障。生产安全负责人应通过培训、考核和工作经验才能胜任。工厂表示将尽快改善。3. 新问题：审核员发现工厂不能提供1/1位货梯司机的特种设备作业人员证。根据《特种设备安全监察条例》第38条改善。货梯可能不被安全地操作。工厂应有货梯司机的特种设备作业人员证以确保安全性。工厂表示将尽快改善。
- 7.2 - Previous Finding: Insufficient social insurance. The social insurance records of past 12 months were checked by the auditor. According to the social insurance record of July 2019, there were 89 people in the factory, of whom only 57 workers (64%) were provided with work injury insurance. Remark: there was no retired, temporary, dispatched or newly joined worker. Some workers had no willingness to participate in social insurance. There was no government waiver. The factory bought additional commercial insurance for 23 people, valid from 07/05/2019 to 06/05/2020, but the injury insurance still did not cover all employees. Reference law: Social Insurance Law of the People's Republic of China, Article 33. Appropriate Corrective Action Taken: According to the social insurance payment receipt provided by factory management, it was noted that 50 out of 93 employees (i.e. 53.76% of the total workforce) were provided with accident insurance in July 2020. Commercial accident insurance, covering 47 employees (i.e. 50.54% of the total workforce) and effective from May 19, 2020 to May 18, 2021, was also provided by the factory to supplement the public social insurance scheme.  
前次问题：工伤参保不足。审核员查看了过往12个月的社保记录，根据2019年7月社保记录，全厂共89人，只有57人（64%）被提供工伤保险。退休、临时工、派遣工、新入职人员：0；原因：部分工人不愿意参与社保，没有政府豁免文件。工厂为23人购买了额外的商业保险，有效期至07/05/2019-06/05/2020，但是工伤保险仍然没有覆盖全员。参考法律《中华人民共和国社会保险法》第33条。已改善：根据厂方提供的2020年7月社会保险缴费单据显示工厂为50/93名员工（即总人数的53.76%）提供工伤保险。工厂另外为47名员工（即总人数的50.54%）提供了商业意外险，有效期由2020年5月19日至2021年5月18日。
- 7.4 - New Finding: There was no active cooperation between management and workers when developing and implementing OHS systems. This violated BSCI 7.4. Employees may not have approaches to raise their opinions about developing and implementing systems towards ensuring OHS. The factory shall understand urgent demands from workers that need to be solved during active cooperation. Factory management represented that they would involve employees in OHS system as soon as possible.  
新问题：审核员发现管理层和工人之间没有就开发和执行确保职业健康和安全的体系展开积极合作。根据BSCI 7.4改善。员工可能无法就职业健康和安全的体系提出自己的建议。在积极的合作中，工厂应了解员工急需被解决的请求。工厂表示将尽快让工人参与职业健康和安全的体系的开发和执行。
- 7.6 - Previous Finding: Some employees exposed to the dust did not wear masks. Law Reference: In accordance with Article 42 of Law of the People's Republic of China on Production Safety. Appropriate Corrective Action Not Taken: It was noted that all workers exposed to dust in the production workshops were wearing common masks, instead of anti-dust masks. This violated Article 42 of Law of the People's Republic of China on Production Safety. Employees' health may be damaged if they do not wear proper PPE. When providing PPEs, the factory shall consider if the provided PPEs are effective, comfortable, suitable and free of charge. Factory management represented that they would provide more training as soon as possible.  
前次问题：有些接触粉尘的员工没有佩戴口罩。根据《中华人民共和国安全生产法》第42条未改善：审核员发现工厂生产车间所有接触粉尘的工人佩戴的都是普通口罩，而不是防尘口罩。根据《中华人民共和国安全生产法》第42条改善。没有佩戴合适的劳保用品可能导致员工健康受损。提供劳保用品时，工厂应考虑提供的劳保用品是否有效、是否佩戴舒适、是否合适、是否免费。工厂表示将尽快加强培训。
- 7.11 - 1. Previous Finding: After a three-story building was expanded to four stories, no new fire acceptance report was obtained. Law Reference:

<p>Article 13 of the Construction Project Fire Safety Supervision and Management Regulation. Appropriate Corrective Action Taken: It was noted that the factory management provided the fire protection acceptance check for the 4-storey production building for review. 2. Previous Finding: After a three-story building has been expanded to four stories, there is no new completion acceptance report. Law Reference: Article 61 of Construction Law of the People's Republic of China. Appropriate Corrective Action Taken: It was noted that the factory management provided the report of inspection for completed building construction project for review.</p> <p>1. 前次问题: 一栋3层的建筑物扩展成4层后, 没有获取到新的消防验收合格报告。依据《建设工程消防监督管理规定》第13条。已改善: 审核发现工厂提供了4层厂房的消防验收供查看。2. 前次问题: 一栋3层的建筑物扩展成4层后, 没有获取到新的建筑工程竣工验收报告。根据《中华人民共和国建筑法》第61条。已改善: 审核发现工厂提供了4层厂房的建筑工程竣工验收报告供查看。</p> <p><b>7.17 -</b> Previous Finding: Part of make-up machines are not equipped with pulley guards. Law Reference: In accordance with Article 6.1.6 of Code of Design of Manufacturing Equipment Safety and Hygiene Appropriate Corrective Action Not Taken: It was noted that 8 out of 12 roller presses being used in the casting workshop were not equipped with pulley guards. This violated Article 6.1.6 of Code of Design of Manufacturing Equipment Safety and Hygiene. Missing safeguards for production machines may cause injury to workers. All applicable safeguards for equipment shall be properly installed and maintained by competent personnel. Factory management represented that they would equip applicable safeguards as soon as possible. 前次问题: 部分成型机外露的皮带缺少保护罩。根据《生产设备安全卫生设计总则》第6.1.6条。未改善: 审核员发现工厂成型车间正在使用的8/12台滚压机没有安装皮带轮保护罩。根据《生产设备安全卫生设计总则(GB5083-1999)》第6.1.6条改善。缺少必要的机器保护装置可能导致员工受伤。工厂应安装所有适用的设备保护装置, 并让胜任的人员负责维护。工厂表示将尽快安装适用的保护装置。</p> <p><b>7.21 -</b> Remark: The factory did not provide workers with a canteen. 备注: 工厂不提供食堂。</p> <p><b>7.22 -</b> Previous Finding: No washbasin is installed at the toilets of the production area. Appropriate Corrective Action Taken: It was noted that washing facilities were available in the toilets of the production areas. 前次问题: 生产区厕所没有洗手池。已改善: 审核发现生产区域的厕所内有洗手设施。</p> <p><b>7.23 -</b> Remark: The factory did not provide workers with transportation. 备注: 工厂不提供交通。</p> <p><b>7.24 -</b> Remark: The factory did not provide housing facilities to workers. 备注: 工厂不提供住宿。</p>
<p><b>Remarks from Auditee:</b></p>
<p>Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: B <span style="float: right;">Deadline date:16/10/2019</span></p>
<p><u>Good practices</u></p>
<p>None</p>
<p><u>Areas of improvement</u></p> <p>Firefighting equipment included fire extinguishers, fire hydrants, fire alarm and so on. All of them were inspected monthly. No accident in the past one year. The injury insurance participants are not sufficient. All workers were given EHS training. Two fire drills were held in April 2019 and November 2018. Emergency safety exit was sufficient for each workshop. Aisles and safety exits were clearly marked and illuminated, and they were free of obstruction. Office buildings can be seen as three or four floors, each of which has an area of about 400 square meters, and are currently used as exhibition halls, where no one usually works. The building has only one escape staircase. But the factory has obtained the fire acceptance report. Dormitory, canteen and transportation tool are not available. However, based on satisfactory evidence, the main auditee partially respects this principle. 消防器材有灭火器, 消防栓和消防警铃等。他们被每月检查一次。过去一年没有工伤。工伤保险参保人数不足。工人被提供了职业健康安全培训。在2019年4月和2018年11月举行了两次消防演习。车间安全出口数量足够。通道和安全出口有清晰标志和照明, 并且保持畅通。不提供宿舍、饭堂和公共交通工具。办公楼可以被看为3层, 也可以被看为4层, 每层面积约有400平米, 目前用作展厅, 平时无人在内工作。这栋楼只有一个疏散楼梯。但工厂已经取得了消防验收合格报告。但是基于令人满意的证据, 被审核方部分尊重BSCI的本条原则。</p> <p><b>7.2 -</b> Insufficient social insurance. The social insurance records of past 12 months were checked by the auditor. According to the social insurance record of July 2019, there were 89 people in the factory, of whom only 57 workers (64%) were provided with work injury insurance. Remark: there was no retired, temporary, dispatched or newly joined worker. Some workers had no willingness to participate in social insurance. There was no government waiver. The factory bought additional commercial insurance for 23 people, valid from 07/05/2019 to 06/05/2020, but the injury insurance still did not cover all employees. Reference law: Social Insurance Law of the People's Republic of China, Article 33. 工伤参保不足。审核员查看了过往12个月的社保记录, 根据2019年7月社保记录, 全厂共89人, 只有57人(64%)被提供工伤保险。退休、临时工、派遣工、新入职人员: 0; 原因: 部分工人不愿意参与社保, 没有政府豁免文件。工厂为23人购买了额外的商业保险, 有效期是07/05/2019-06/05/2020, 但是工伤保险仍然没有覆盖全员。参考法律《中华人民共和国社会保险法》第33条。</p> <p><b>7.3 -</b> Occupational hazard factors of dust generated by posts such as grouting and embryo trimming have not been evaluated by the factory at present. Meanwhile, workers in these posts did not receive regular physical examinations for occupational diseases. Law Reference: Article 27 and 35 Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases. 灌浆, 修胚等岗位产生粉尘职业危害因素, 工厂目前没有进行职业危害因素评价。同时在这些岗位工作的工人没有进行定期的职业病体检。根据《中华人民共和国职业病防治法》第27和35条。</p> <p><b>7.5 -</b> No qualification certificate for the principal in charge or persons for the management of work safety in the facility. During document review, auditor found that the facility could not provide the qualification certificate of the principal in charge and persons for the management of work safety for review. Law/COC: In accordance with the Law of the PRC on Work Safety Article 24 企业主要负责人或安全管理人员未取得资格证书。在文件审核时, 企业无法提供该企业主要负责人或安全管理人员的资格证书供审阅。依据《中华人民共和国安全生产法》第24条。</p> <p><b>7.6 -</b> Some employees exposed to the dust did not wear masks. Law Reference: In accordance with Article 42 of Law of the People's Republic of China on Production Safety. 有些接触粉尘的员工没有佩戴口罩。根据《中华人民共和国安全生产法》第42条。</p> <p><b>7.11 -</b> 1. After a three-story building was expanded to four stories, no new fire acceptance report was obtained. Law Reference: Article 13 of the Construction Project Fire Safety Supervision and Management Regulation. 2. After a three-story building has been expanded to four stories, there is no new completion acceptance report. Law Reference: Article 61 of Construction Law of the People's Republic of China. 1. 一栋3层的建筑物扩展成4层后, 没有获取到新的消防验收合格报告。依据《建设工程消防监督管理规定》第13条。2. 一栋3层的建筑物扩展成4层后, 没有获取到新的建筑工程竣工验收报告。根据《中华人民共和国建筑法》第61条。</p> <p><b>7.17 -</b> Part of make-up machines are not equipped with pulley guards. Law Reference: In accordance with Article 6.1.6 of Code of Design of Manufacturing Equipment Safety and Hygiene. 部分成型机外露的皮带缺少保护罩。根据《生产设备安全卫生设计总则》第6.1.6条。</p> <p><b>7.22 -</b> No washbasin is installed at the toilets of the production area. 生产区厕所没有洗手池。</p>

<u>Remarks from Auditee</u>	
None	
<b>Performance Area 8 : No Child Labour</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> No any non-compliance was raised in this PA in the previous audit, so this PA was not included in the follow-up audit scope and the rating in this PA remained unchanged. 前次审核未在该执行领域发现问题, 所以该执行领域不在此次跟进审核范围内, 评级未改变。	
<u>Remarks from Auditee:</u>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: A	Deadline date:
<u>Good practices</u>	
None	
<u>Areas of improvement</u>	
<p>The auditee has established prohibiting child labor procedures and child labor remedial procedure (AS028). Mr. Wenzhao Lin/General Manager is in charge of recruitment, who will check workers age by means of reviewing identification card and face to face interview. All sample workers' personnel data files are recorded with their ID copies and photos. The auditee provided trainings on child labor, age verification mechanism and child labor remedial procedure to human resources and production department (training date 11/08/2018). Based on satisfactory evidence, the main auditee respects this principle.</p> <p>工厂建立了禁止使用童工程序和童工拯救程序 (AS028)。林文钊总经理负责招聘, 其通过查看身份证件, 面谈来核实员工年龄。抽样员工的人事档案都记录了工人的身份证复印件和照片。工厂为人力资源部门和生产部门举行了童工, 年龄识别机制和童工拯救程序的培训 (培训日期 11/08/2018)。基于令人满意的证据, 被审核方尊重BSCI的本条原则。</p>	
<u>Remarks from Auditee</u>	
None	
<b>Performance Area 9 : Special protection for young workers</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> According to site observation and document review, no young worker was identified during the site tour and personal files review. The youngest worker was 22 years old on the audit day. The auditee had a good understanding of the activities that are potentially harmful for young workers through risk assessment though no young worker was engaged. The OHS risk assessment and related action plan included specific attention to young workers. 根据现场观察和文件评审, 在现场走访和人事文件评审过程中未发现未成年员工。审核当天, 工厂最小的工人是22岁。被审核方尽管没有使用未成年工, 但也通过风险评估对潜在危害未成年工的活动有较好的了解。职业健康与安全风险评估及相关行动计划也包括了对未成年工的特别关注。	
<p><b>9.1 -</b> Previous Finding: Although there were no young workers in the factory at present, the interviews found that management lacked a good understanding of the definition of young workers, for example, they were not sure whether young workers could work at night shift or not. Appropriate Corrective Action Taken: It was noted that the factory management had gained a better understanding of young workers, carried out risk assessments for young workers and established Young Workers Protection Procedure. 前次问题: 虽然工厂目前没有未成年工人, 但访谈发现管理层对青年工人这一定义缺少良好的理解, 比如他们不确定青年工人是否可以从事夜班工作。已改善: 审核发现工厂管理层已对未成年工有了更好的理解, 进行了未成年工的风险评估, 也建立了未成年工保护程序。</p>	
<u>Remarks from Auditee:</u>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: A	Deadline date:16/10/2019
<u>Good practices</u>	
None	
<u>Areas of improvement</u>	
<p>The auditee has established special protection procedures to young workers (AS026). However, there is no young worker in the auditee at the moment, the youngest workers in the auditee is 24 years old (birth date 21/12/1995, join date 05/03/2019). Based on satisfactory evidence, the main auditee partially respects this principle. 工厂建立了未成年工特殊保护程序 (AS026)。但是工厂目前没有未成年工, 目前最小年是24岁 (出生日期21/12/1995, 入职日期05/03/2019)。基于令人满意的证据, 被审核方部分尊重BSCI的本条原则。</p> <p><b>9.1 -</b> Although there were no young workers in the factory at present, the interviews found that management lacked a good understanding of the definition of young workers, for example, they were not sure whether young workers could work at night shift or not. 虽然工厂目前没有未成年工人, 但访谈发现管理层对青年工人这一定义缺少良好的理解, 比如他们不确定青年工人是否可以从事夜班工作。</p>	
<u>Remarks from Auditee</u>	
None	

<b>Performance Area 10 : No Precarious Employment</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>To work against precariousness employment, the auditee ensured fair recruitment, hours of work, disciplinary measures, promotions, trainings, probationary periods and employment conduction. The auditee made workers understand employment conditions to workers before initiating the employment relationship. The work relation between the auditee and its workers was established in compliance with local laws and regulations by means of employment contracts. Employment contracts for all workers were kept for review. The auditee also maintained recruitment and dismissal procedures and records.</p> <p>为防止缺乏保障就业, 被审核方确保公平的报酬、工时、惩戒措施、晋升、培训、试用期和雇佣条件。在开始建立雇佣关系前, 被审核方使工人理解雇佣条件。被审核方遵照当地法律法规通过劳动合同与其工人确立雇佣关系。被审核方保存了所有工人的劳动合同, 还有雇佣和解雇程序和记录。</p> <p><b>10.2 - Previous Finding:</b> For those eligible employees who have worked for 10 consecutive years or have signed contracts for three consecutive times, the factory does not sign labor contracts with non-fixed terms. Law Reference: In accordance with Article 14 of the Law of the People's Republic of China on Employment Contract. Appropriate Corrective Action Taken: It was noted that the factory had signed non-fixed term employment contracts with those employees who had met the requirement.</p> <p>前次问题: 对于符合条件的员工 (连续工作10年或者连续签过3次合同), 工厂没有与他们签订无固定期限的劳动合同。根据《中华人民共和国劳动合同法》第14条。已改善: 审核发现工厂已跟满足条件的员工签订了无固定期限劳动合同。</p>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: A	Deadline date:16/10/2019
<u>Good practices</u> None	
<u>Areas of improvement</u> <p>The auditee does not use temporary or seasonal workers. All workers are permanent workers who signed employment contracts with the employer within one month after entering into employment and they would be given one copy of the contracts. sample contracts contain nine mandatory items such as position description, working hours and compensation. However, based on satisfactory evidence, the main auditee partially respects this principle.</p> <p>工厂没有使用临时工或季节工。所有员工是固定工, 他们在入职一个月以内与雇主签订了劳动合同, 而且拿到了劳动合同的副本。劳动合同样本都包含了工作岗位, 工作时间, 工资报酬等九个必备条款。但是基于令人满意的证据, 被审核方部分尊重BSCI的本条原则。</p> <p><b>10.2 - For those eligible employees who have worked for 10 consecutive years or have signed contracts for three consecutive times, the factory does not sign labor contracts with non-fixed terms. Law Reference: In accordance with Article 14 of the Law of the People's Republic of China on Employment Contract.</b></p> <p>对于符合条件的员工 (连续工作10年或者连续签过3次合同), 工厂没有与他们签订无固定期限的劳动合同。根据《中华人民共和国劳动合同法》第14条。</p>	
<b>Remarks from Auditee</b> None	
<b>Performance Area 11 : No Bonded Labour</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>No any non-compliance was raised in this PA in the previous audit, so this PA was not included in the follow-up audit scope and the rating in this PA remained unchanged.</p> <p>前次审核未在该执行领域发现问题, 所以该执行领域不在此次跟进审核范围内, 评级未改变。</p>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: A	Deadline date:
<u>Good practices</u> None	
<u>Areas of improvement</u> <p>Overall, the factory has good practice for no bonded labor. The factory has established the full policy and procedure for no engaging in any form of servitude, forced, bonded, indentured, trafficked or non-voluntary labor (AS027). Though worker interview and factory tour, no workers were subjected inhumane or degrading treatment, corporal punishment, mental or physical coercion or verbal abuse. Based on satisfactory evidence, the main auditee respects this principle.</p> <p>总的来说, 工厂有一个好的实践在没有强迫劳动方面。工厂建立了完善的程序和政策关于不参与到任何形式的奴役、强迫劳动、抵债性劳动、契约奴役、拐卖或非自愿劳动 (AS027)。通过工人访谈和现场走访, 没有工人受到不人道或有辱人格的待遇、受到体罚、精神上或身体上压迫和/或言语虐待。基于令人满意的证据, 被审核方尊重BSCI的本条原则。</p>	
<b>Remarks from Auditee</b> None	

<b>Performance Area 12 : Protection of the Environment</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:06/10/2020
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The auditee had policies and procedures to incorporate relevant environmental laws and assessed the impacts of its production operations to prevent or minimise harming the surrounding communities, resources and environment. The auditee had procedures in place to identify and separate the type of waste generated and define specific handling requirement and had procedures to promote water conservation and water waste deduction. No waste was found being dumped into natural environment or burned in open fires during the audit. However, gaps were still noted in the performance area.</p> <p>被审核方建立了政策和程序来结合相关环境法规，并评估了其生产活动的影响，以防或尽量减少对周围社区、资源和环境的伤害。被审核方有程序来识别和区分产生的废弃物类型和明确特定的处理要求，也有程序来提高节水和减少废水。审核中未发现工厂向自然环境倾倒废弃物或明火焚烧废弃物。然而，该执行领域仍存在差距。</p> <p><b>12.1 -</b> Previous Finding: The factory failed to provide an environmental impact assessment report. The factory representative said it got lost. Law Reference: In accordance with the Article 16 of Law of the People's Republic of China on Appraising of Environment Impacts. Appropriate Corrective Action Not Taken: It was noted that factory management was unable to provide the report of environmental impact assessment for review. This violated Article 16 of Law of the People's Republic of China on Appraising of Environment Impacts. The factory shall obtain environmental impact assessment report. Factory management represented that they would take corrective action as soon as possible. 前次问题：工厂未能提供环境影响评价报告。工厂代表说找不到了。根据《中华人民共和国环境影响评价法》第16条。未改善：审核员发现工厂未能提供环评文件供审核。根据《中华人民共和国环境影响评价法》第16条改善。工厂应取得环评报告。工厂表示将尽快采取改善措施。</p> <p><b>12.4 -</b> Previous Finding: The hazardous waste is not given to the qualified recycling unit for treatment. Law Reference: In accordance with Article 57 of Law of the People's Republic of China on Prevention and Control of Solid Waste Pollution. Appropriate Corrective Action Taken: It was noted that hazardous wastes have been disposed by a qualified contractor. 前次问题：危险废物没有交给有资质的回收单位来处理。根据《中华人民共和国固体废物污染环境防治法》第57。已改善：审核发现工厂已将危废交给有资质的回收商来处理。</p>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: C	Deadline date:16/10/2019
<b>Good practices</b> None	
<b>Areas of improvement</b> <p>The factory has obtained a pollutant discharge permit, which includes wastewater and waste gas. Based on satisfactory evidence, the auditee partially respects this BSCI principle. 工厂排污类别有废水和废气，已经取得了排污许可证。基于令人满意的证据，被审核方部分尊重BSCI的本条原则。</p> <p><b>12.3 -</b> The factory failed to provide an environmental impact assessment report. The factory representative said it got lost. Law Reference: In accordance with the Article 16 of Law of the People's Republic of China on Appraising of Environment Impacts. 工厂未能提供环境影响评价报告。工厂代表说找不到了。根据《中华人民共和国环境影响评价法》第16条。</p> <p><b>12.4 -</b> The hazardous waste is not given to the qualified recycling unit for treatment. Law Reference: In accordance with Article 57 of Law of the People's Republic of China on Prevention and Control of Solid Waste Pollution. 危险废物没有交给有资质的回收单位来处理。根据《中华人民共和国固体废物污染环境防治法》第57。</p>	
<b>Remarks from Auditee</b> None	



<b>Performance Area 13 : Ethical Business Behaviour</b>	
1- Followup Audit [Audit Id - 188914] Audit Date: 06/08/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The auditee established the ethical business behaviour procedure, identified the situations and activities where acts of corruption, extortion or bribery are most likely to occur, and provided relevant training about ethical business behaviour to management and workers. The auditee had a serious commitment to avoid falsification, fraud and misrepresentation. Proper investigation and disciplinary action would follow if any staff member behaved unethically. The auditee disclosed accurate information about its activities and opposed any falsification, fraud and misrepresentation.</p> <p>被审核员建立了商业道德的程序, 识别了可能导致贿赂和腐败发生的情况, 也对管理人员和工人进行了商业道德的培训。被审核方郑重承诺以防发生伪造、欺诈和不当陈述。若任何员工出现不道德的商业行为, 被审核方将进行合适调查并采取惩戒措施。被审核方披露其生产活动的准确信息, 并反对伪造、欺诈和不当陈述。</p> <p><b>13.4 - Previous Finding: Documents containing employees' private information, such as personnel files, labor contracts, and payroll, are not stored in lockers. Appropriate Corrective Action Taken: It was noted that documents containing employees' private information (e.g. personnel files, labour contracts, payroll records, etc.) had been stored in lockers.</b></p> <p>前次问题: 包含员工个人隐私信息的文件, 例如人事档案、劳动合同、工资表, 没有储存在可以上锁的柜子里面。已改善: 审核发现工厂已将包含员工个人隐私信息的文件(如人事档案、劳动合同、工资表等)储存在上锁的柜子里。</p>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 159710] Audit Date: 15/08/2019 PA Score: A	Deadline date:16/10/2019
<u>Good practices</u> None	
<u>Areas of improvement</u> <p>The auditee has established relevant business ethics procedures, including Anti-bribery Procedure and personnel information protection procedure (No Number). The auditee identified ethics risk and made preventive action. training on business ethics was provided to workers. Based on satisfactory evidence, the main auditee partially respects this principle.</p> <p>被审核方建立了商业道德相关程序, 包括了反贿赂程序和个人信息保护程序(无编号)。被审核方识别了商业道德风险, 制定了预防措施。提供了商业道德相关培训给员工。基于令人满意的证据, 被审核方部分尊重BSCI的本条原则。</p> <p><b>13.4 - Documents containing employees' private information, such as personnel files, labor contracts, and payroll, are not stored in lockers.</b></p> <p>包含员工个人隐私信息的文件, 例如人事档案、劳动合同、工资表, 没有储存在可以上锁的柜子里面。</p>	
<u>Remarks from Auditee</u> None	

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Follow-up Audit	06/08/2020	188914	D	C	A	A	C	D	A	A	A	A	A	A	A	C
Full Audit	15/08/2019	159710	D	C	A	A	C	D	B	A	A	A	A	C	A	C

Producer Photos



External photo(s) of the production unit(s)  
13.4 Locker for confidential documents.JPG



External photo(s) of the production unit(s)  
7.22 Washing facility in toilet.JPG



External photo(s) of the production unit(s)  
amfori BSCI COC.JPG



External photo(s) of the production unit(s)  
Attendance recording facility.JPG



External photo(s) of the production unit(s)  
Casting workshop.JPG



External photo(s) of the production unit(s)  
Drinking water.JPG



External photo(s) of the production unit(s)  
Emergency light and exit sign.JPG



External photo(s) of the production unit(s)  
Emergency light testing.JPG



External photo(s) of the production unit(s)  
Evacuation plan.JPG



External photo(s) of the production unit(s)  
Evacuation sign.JPG



External photo(s) of the production unit(s)  
Eye washing facility.JPG



External photo(s) of the production unit(s)  
Factory gate.JPG



External photo(s) of the production unit(s)  
Factory name.JPG



External photo(s) of the production unit(s)  
Fire alarm.JPG



External photo(s) of the production unit(s)  
Fire hydrant and fire extinguishers.JPG



External photo(s) of the production unit(s)  
Fire hydrant testing.JPG



External photo(s) of the production unit(s)  
Firing workshop.JPG



External photo(s) of the production unit(s)  
First aid kit.JPG



External photo(s) of the production unit(s)  
Glazing workshop.JPG



External photo(s) of the production unit(s)  
Inspecting and packing workshop.JPG



External photo(s) of the production unit(s)  
NC 7.17 No pulley guard.JPG



External photo(s) of the production unit(s)  
NC 7.6 Improper type of mask.JPG



External photo(s) of the production unit(s)  
Office building.JPG



External photo(s) of the production unit(s)  
Production buildings.JPG



External photo(s) of the production unit(s)  
Soap and toilet papers.JPG



External photo(s) of the production unit(s)  
Suggestion box.JPG



External photo(s) of the production unit(s)  
Toilet.JPG